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Principal: Julia Collins

29<sup>th</sup> June 2020

MWI/JHR/Yr10WorkExp

Dear Parents/Carers

## Re: Year 10 Work Experience

I am writing to you today with regards to Year 10 Work Experience. On Thursday 16<sup>th</sup> April you received a letter from Mrs Collins, our Principal, stating that Work Experience was postponed. This continues to be the case and students must not attend any Work Experience placements that have been set up under the name of The Leigh Academy. This is due to the ongoing risks related to Covid-19. We will contact the businesses and organisations involved to inform them of this decision.

We will continue to post Virtual Work Experience opportunities in each of the College Google Classrooms. In addition to this we will also deliver information on careers advice, Post-16 options, completing application forms, CV writing and interview techniques to our students during Year 11.

Please do not hesitate to contact me on [mike.williams@leighacademy.org.uk](mailto:mike.williams@leighacademy.org.uk) if you have any further queries.

Yours faithfully

Mike Williams  
Assistant Head of College  
In charge of Work Experience



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